

2024 NCEES Western Zone Interim Meeting—Summary for Funded Attendees

Meeting dates and location	May 16–18, 2024 Best Western Plus GranTree Inn 1325 North 7th Avenue Bozeman, MT 59715
Meeting summary	The NCEES zone interim meetings are held each spring. The primary purpose of the meeting is for representatives from the member licensing boards to hear and discuss reports from the NCEES board of directors, CEO, standing committees, and task forces. The work of the committees and task forces results in motions that will be presented for Council vote at the annual meeting in August. Zone meeting delegates can ask questions and discuss possible annual meeting motions, and they are encouraged to take information back to their boards for further discussion. Additionally, delegates will provide individual board updates, elect a zone vice president and assistant vice president, and select a nominee for NCEES president-elect (election to be held at the annual meeting in August).
Schedule overview	The business meeting will begin at 8:30 a.m. on Friday, May 17 and conclude by 11:45 a.m. on Saturday, May 18. A draft business meeting agenda follows on the next page. A full schedule of events will be posted at ncees.org/zones when registration opens in February.
Attendance requirements	Plan to arrive on Thursday, May 16 and depart on Saturday, May 18 or Sunday, May 19. Funded attendees must attend all business meetings on Friday and Saturday. Flights must depart after 1:30 p.m. on Saturday.
NCEES funding summary	The Council will fund the following, as applicable, for the member board administrator and three eligible funded delegates from each board: meeting registration, lodging expenses for up to three nights (May 16–18), and travel costs, per the travel policy. NCEES will also pay a one-time stipend to cover incidental expenses accordingly: <ul style="list-style-type: none"> • \$140 plus the approved mileage calculation for those who drive • \$290 for those who fly
Registration details	Meeting registration includes the business meeting; Thursday’s dinner reception; Friday’s breakfast, lunch, and dinner; and Saturday’s breakfast.
Hotel room block rate	\$97/night, plus taxes and fees (currently 8 percent and \$2 per night) NCEES will make the hotel reservations for all funded attendees based on information provided during registration and will be direct billed for room, taxes, and fees for up to three nights (May 16–18).
Air travel and ground transportation	NCEES will fund round-trip economy-class airfare to Bozeman. The hotel is located 15 minutes from Bozeman Yellowstone International Airport and provides complimentary airport shuttle. Instructions to book air travel will be available in individual invitations, and ground transportation details will be posted at ncees.org/zones when registration opens.
Hotel parking costs	Self-parking is complimentary.

**NCEES Western Zone Interim Meeting
Bozeman, Montana
May 16–18, 2024**

Schedule of Events (draft November 2023)

Thursday, May 16

5:30–6:00 p.m.	Leadership Development Committee event
6:30–7:00 p.m.	First-time attendee reception
7:00–8:30 p.m.	Welcome dinner reception

Friday, May 17

7:00–8:15 a.m.	Breakfast
8:30–11:45 a.m.	Business session 1 <ul style="list-style-type: none">▪ Call to order▪ Pledge of Allegiance▪ Welcome▪ Roll call of member boards▪ Introduction of guests and attendees▪ Review of schedule for the day▪ Call for additional agenda items▪ Appointment of Resolutions Committee▪ Zone business<ul style="list-style-type: none">○ Approval of zone meeting minutes from 2023 annual meeting○ Nominating Committee report (elections on Saturday)<ul style="list-style-type: none">○ Remarks from candidates for nominee for NCEES president-elect○ Remarks from candidates for zone vice president○ Remarks from candidates for zone assistant vice president○ Leadership Development Committee report○ Awards Committee report▪ NCEES officer and CEO reports▪ NCEES committee and task force reports
Noon–1:30 p.m.	Luncheon
2:00–5:00 p.m.	Business session 2 <ul style="list-style-type: none">▪ NCEES committee and task force reports (cont.)
Time TBD	Dinner event

Saturday, May 18

7:00–8:15 a.m.

Breakfast

8:30–10:15 a.m.

Breakout forums

- Engineering
- Surveying
- Member board administrators

10:30–11:45 a.m.

Business session 3

- Elections
 - Nominee for NCEES president-elect
 - Zone vice president
 - Zone assistant vice president
- Forum reports
 - Engineering
 - Surveying
 - Member board administrators
- Site Selection Committee report
- Update on state activities
- New business
 - Consideration of resolutions
- Other items
- Resolutions Committee report
- Invitation to 2025 Central/Western Zone joint interim meeting
- Adjourn

11:45 a.m.

Lunch on your own